



Delaware Township Board of Supervisors

Annual Organization Meeting

January 3, 2022 – 7pm

MINUTES

PLEASE TURN CELL PHONES TO VIBRATE

ORGANIZATION MEETING

Call to Order was made at 7:00 p.m.

Pledge of Allegiance

Roll Call – In attendance: Jane Neufeld, Rick Koehler, John Henderson, Thomas Farley – Township Solicitor, and Krista Predmore.

Motion to appoint John Henderson as Temporary DTBOS Chairman was made by Ms. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment on Agenda – none.

1. **Motion** to appoint John Henderson as 2022 DTBOS Chairman was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
2. **Motion** to appoint Jane Neufeld as 2022 DTBOS Vice Chairman was made by Mr. Koehler with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
3. **Motion** to appoint Jane Neufeld as Township Treasurer was made by Mr. Henderson with a second by Mr. Koehler. Voting: All in favor. Nay: None. **Motion** carries.
4. **Motion** to appoint Rick Koehler as Township Secretary was made by Ms. Neufeld with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
5. **Motion** to appoint Krista Predmore as Delaware Township Administrator/Assistant Treasurer / Right to Know Officer was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
6. **Motion** to recognize Robin Jones as Deputy Tax Collector as appointed by Mary Lou Corbett was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
7. **Motion** to authorize Supervisors John Henderson, Jane Neufeld and Rick Koehler as Signatories on all Banking and Checking Accounts was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



8. **Motion** to approve Wayne Bank, Dime Bank and PLGIT as Depositories for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
9. **Motion** to establish the Treasurers bond at \$2,800,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
10. **Motion** to establish the Assistant Treasurer's bond at \$100,000 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
11. **Motion** to appoint Thomas Farley Esq. as Delaware Township Solicitor at a rate of \$150.00 per hr was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries..
12. **Motion** to authorize Treasurer to pay usual monthly bills due between regular scheduled meetings was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
13. **Motion** to appoint Kirk Summa & Co LLP as certified public accounting firm to replace the elected auditors for Delaware Township was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
14. **Motion** to appoint Vincent Flatt as Delaware Township Road Master was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
15. **Motion** to appoint Michael Moffa as full-time Assistant Road Master was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
16. **Motion** to appoint Curt McMickle as full-time public works employee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
17. **Motion** to appoint Robin Jones as full-time Administrative/Human Resources Assistant was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
18. **Motion** to appoint Jamie Montague as full-time Permit Assistant was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
19. **Motion** to appoint Gilbert Clark as part-time Bulk Waste Attendant was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



20. **Motion** to appoint Rick Schultz as part-time emergency snowplow driver was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
21. **Motion** to appoint Ron Tussel as Sewage Enforcement Officer was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
22. **Motion** to reimburse 58.5 cents per mile for use of personal vehicle while on official Delaware Township business was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
23. **Motion** to appoint Vincent Flatt to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
24. **Motion** to appoint Michael Moffa as alternate to the Pike County Road Task Force was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
25. **Motion** to appoint Boucher & James Township Engineers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
26. **Motion** to appoint Code Inspections, Inc. as Delaware Township Residential and Commercial Building inspectors was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
27. **Motion** to appoint Ron Tussel as Delaware Township Zoning/Code Enforcement Officer was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
28. **Motion** to appoint Matthew Light as Delaware Township Emergency Management Coordinator was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
29. **Motion** to appoint Christian Weed, Esq. as Alternate Delaware Township Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
30. **Motion** to appoint Thomas Farley Esq. as Delaware Township Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
31. **Motion** to appoint Christian Weed, Esq. as Alternate Planning Commission Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.



32. **Motion** to appoint Stacey Beecher, Esq. as Delaware Township Zoning Hearing Board Solicitor was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
33. **Motion** to appoint Steve McBride as Delaware Township Vacancy Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
34. **Motion** to appoint Michael Moffa (alternate) to the Delaware Township Building Hearing Board was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
35. **Motion** to appoint Krista Predmore as Delaware Township Building Hearing Board Secretary was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
36. **Motion** to appoint Stacey Beecher, Esq. as Delaware Township Building Hearing Board Attorney was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
37. **Motion** to appoint Robin Jones as Secretary of the Delaware Township Safety Committee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
38. **Motion** to appoint Curt McMickle, Mike Moffa and Meaghan Irwin to the Delaware Township Safety Committee for a 1-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
39. **Motion** to appoint Krista Predmore as Zoning Hearing Board Secretary at a rate of \$35 per meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
40. **Motion** to appoint Ron Hough to the Planning Commission for a 4-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
41. **Motion** to appoint Robyn Eldred to the Recreation Committee for a 3-year term was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
42. **Motion** to appoint Jane Neufeld as the Pike County Council of Government representative for Delaware Township was made by Mr. Koehler with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.



43. **Motion** to authorize Jane Neufeld, Rick Koehler, and Vincent Flatt to attend the 2022 PSATS Conference in Hershey, Pa was made by Mr. Henderson with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
44. **Motion** to designate Rick Koehler as the 2022 PSATS Conference voting delegate was made by Mr. Henderson with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
45. **Motion** to appoint Rick Koehler as liaison to the Delaware Township Volunteer Fire Company was made by Ms. Neufeld with a second by Mr. Koehler. Voting: All in favor. Nay: None. **Motion** carries.
46. **Motion** to authorize snow plowing at the following locations: Delaware Township Fire Department and Ambulance Corps Main Building and Sub stations was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
47. **Motion** to authorize snow plowing at the Delaware Cemetery and the American Legion was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
48. **Motion** to approve New Year's Day, Martin Luther King Jr., Presidents Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day and New Year's Eve as paid holidays was made by Ms. Neufeld with a second by Mr. Koehler. Voting: All in favor. Nay: None. **Motion** carries.
49. **Motion** to set the Delaware Township Board of Supervisors workshops the second and fourth Wednesday of each month at 6:00 pm except for November and December as follows:
- January 12th and 26th, February 9th and 23rd, March 9th and 23rd, April 13th and 27th, May 11th and 25th, June 8th and 22nd, July 13th and 27th, August 10th and 24th, September 14th and 28th, October 12th and 26th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 2nd and November 16th, and December 7th and December 21st.
- was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
50. **Motion** to set the Delaware Township Board of Supervisors regular meetings the second and fourth Wednesday of each month at 7:00 pm except for November and December as follows:



January 12th and 26th, February 9th and 23rd, March 9th and 23rd, April 13th and 27th, May 11th and 25th, June 8th and 22nd, July 13th and 27th, August 10th and 24th, September 14th and 28th, October 12th and 26th. November and December meetings ONLY will be on the first and third Wednesday of each month on the following dates: November 2nd and November 16th, and December 7th and December 21st.

was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

51. **Motion** to authorize Delaware Township Safety Committee to meet on the first Tuesday of each month at 8:30 am was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

52. **Motion** to approve Delaware Township Planning Commission meetings and workshops on the first and third Tuesday of each month or as necessary at 6:30 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

53. **Motion** to authorize Delaware Township Zoning Hearing Board to meet on an as needed basis at 6:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

54. **Motion** to authorize Delaware Township Building Hearing Board to meet on an as needed basis at 6:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

55. **Motion** to authorize Delaware Township Recreation Committee to meet on the second Monday of each month at 6:00 pm was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

56. **Motion** to appoint the Pike County Dispatch, the Tri-County Independent and the Pocono Record as the official Township newspapers was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

Public Comment – none.

57. **Motion** to Adjourn was made at 7:18 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.